

SECRET

Approved For Release 2001/08/31 : CIA-RDP78-04718A001200060084-2

DRAFT - SUBJECT TO REVISION FOLLOWING COORDINATION

MAR 25 1954

TO: Director of Central Intelligence

SUBJECT: Duration of Overseas Tours of Duty Immediately Subsequent to Completion of Such Tours

1. **PROBLEM:** To formulate Agency policy with respect to the duration of overseas tours of duty performed immediately following the completion of a regular overseas tour.
2. **ASSUMPTIONS:**
  - a. Future inquiries will arise as to whether or not an employee who has completed an overseas assignment should be permitted in a case of extreme operational necessity to accept an immediately subsequent overseas tour of duty of shorter duration than the standard period for the area or activity.
  - b. A subsequent tour of shorter length than one immediately preceding would often be in the interest of the Agency and the individual concerned.
3. **FACT BEARING ON THE PROBLEM:** Section 5(a)(3)(A) of Public Law 110 provides that U. S. citizen employees of the Agency will be ordered to the United States on leave upon the completion of two years' continuous service abroad, or as soon as possible thereafter, provided they have sufficient accrued annual leave to carry them in a pay status while in the United States for at least thirty calendar days.
4. **DISCUSSION:**
  - a. Public Law 600, 79th Congress, as amended by Public Law 830, 81st Congress, apparently requires each overseas employee to serve a minimum period of 12 months from the date of arrival at his overseas post, unless separated for reasons beyond his control and acceptable to the Agency, in order to receive payment at Government expense of travel and transportation to such post of duty. Although the Agency seems to have authority under P. L. 110 to pay travel overseas for lesser periods of service, it has administratively adopted the standard of P. L. 600, as amended, in [REDACTED] of the Confidential Funds Regulation. (See Tab A.)
  - b. A policy of authorizing immediately subsequent tours of shorter duration than those normally required at overseas posts of duty would be

25X1A

Approved For Release 2001/08/31 : CIA-RDP78-04718A001200060084-2

Document No.	100-051
No Change in Class.	<input checked="" type="checkbox"/>
<input type="checkbox"/> Declassified	
Auth:	HR 70-2
Date:	NOV 29 1978
By:	013

advantageous in several respects. However, it does not appear appropriate from the standpoint of economy to authorize subsequent overseas tours of duty of less duration than one year. (See Tab B.)

- c. As a general rule, it is considered to be not unreasonable for an employee who accepts an immediately subsequent tour of duty to serve the full period of the standard tour prescribed for his area or activity. An exception to the rule could arise in cases of extreme operational necessity which might make it operationally desirable to approve a second tour of shorter duration than the standard period required for the area or activity. A shorter tour of duty should be acceptable to the individual, but it should not be instigated or approved only for his benefit, rather than the Agency's. To insure uniformity of application, authority for making individual exceptions in cases of operational need might well be vested in the heads of operating offices (Director of Training, Assistant Director for Communications, the Assistant Director for Personnel, the Chiefs of Senior Staffs and Area Divisions/DD/P, the Assistant Directors/DD/I and chiefs of administrative offices/DD/A). (See Tab C.)
- d. If operational circumstances require the continued service of an individual in an overseas assignment and if cover considerations permit, immediately subsequent tours of duty of shorter duration could be administratively prescribed when:
  - (1) a subsequent tour of duty would require an individual's immediate return to the same overseas post or geographic area without an intervening tour at headquarters, and he is unwilling to remain for the full period of the standard tour of duty.
  - (2) an immediately subsequent tour of duty would require an individual's transfer from one post entailing unhealthful or hazardous duty to another such post, and the individual is unwilling to accept a subsequent overseas assignment under such conditions for the full period of the standard tour of duty.
- 5. CONCLUSIONS:
  - a. It would be to the Agency's advantage to authorize, under the above circumstances, immediately subsequent tours of duty of shorter duration than the standard period normally required. For reasons of economy, such tours should be at least 12 months in duration.
  - b. When immediately subsequent tours of duty are authorized, the individual concerned should receive payment of return travel and transportation at Government expense upon the completion of the prescribed subsequent tour. An individual granted leave under the provisions of Section 5(a)(3)(A) of Public Law 110 prior to an immediately subsequent overseas assignment should not be authorized return transportation of household effects to the United States during this period if his immediately subsequent tour of duty is at the same post of duty or if his effects can be directly transferred more economically to his subsequent post of duty.

**SECRET**

Approved For Release 2001/08/31 : CIA-RDP78-04718A001200060084-2

6. **RECOMMENDATIONS:** It is recommended that the Director approve the issuance of a policy which would authorize immediately subsequent tours of duty of shorter duration than the standard period required for the area or activity in individual cases of extreme operational necessity.



Harrison G. Reynolds  
Assistant Director for Personnel

25X1A

**ACTION BY APPROVING AUTHORITY:**

**APPROVED:**

Director of Central Intelligence

Date: